App I IX 4

Previous References

193 ( )

File No 63-86

Serial Nos 12, 5, 185

Letter References

GENERAL AND REVENUE SECRETARIAT

Serial Nos Three

Part B for June 1, 37

SUBJECT

Rules for the conduct of business at Municipal meetings, Bangalore

To The Municipal Comm Bang.

WD 0418—GPB—22 00—2J 8 36

N L 2035 ; 24-6-37

Revision of the rules

Bangalore city

635

Land and Revenue Secretariat — Re File No 63 — 2 of 1936 — [App F III—2

Serial No	
12	Letter No C1-10/36-37 dated 5-10-36 from the Municipal Commissioner Bangalore City forwarding for sanction draft rules framed by the Municipal Council under Section 49(a) of the City Municipal Regulation regarding the conduct of business at meetings of the Municipal Council- 1) The rules now sent up for sanction are almost the same as those already existing except for very slight changes and additions in regard to details about interpellations at meetings of the Municipal Council 2) In regard to Rule 5 the following may perhaps be added at the beginning of the rule viz "At the commencement of the proceedings of each ordinary general meeting the resolutions recorded at the proceedings of the last previous meeting shall be read and confirmed" 3) The usual formalities are reported to have been gone through in regard to the rules The rules seem to be in order and may perhaps be approved- Submitted for orders- The Law Secretary may also be requested to scrutinize the rules Rpw 12/X/36 4) Yes please 12/10/ 5) Land Secretary

H x

for the conduct of business at Municipal meetings, Bangalore city, Mcy

Mc File No 33 (10-11) of 1936 | General and Revenue Secretariat

Serial No

b) The draft rules with the modifications suggested above may be approved

Asst Secy Legislative Dept
MC 2/11

2/11/36

a) Chief Secy) 8) Please put up the Mysore City Rules and Bye laws

7 NOV 1936

MS 6/11

7/11/36

) A copy of the Mysore city Rules and By laws as put up as directed

MS 7/11/36 for

1) The numbers of the Mysore City Rules are marked in pencil against the corresponding Draft Bangalore City Rules under consideration As regards Rule 9 in the draft re Interpellations, it may be stated that the Mysore City Municipal Council have framed separate rules re Resolutions of interpellations and a copy of those rules also is submitted for perusal

8/11/11/36

Chief Secy) 11) Please bring up

MS 11/11

11 NOV 1936

Rules for the conduct of business at municipal meetings – Bangalore

Serial No

12) The following modifications seem to be necessary to make the rules clear –

(1) These rules may be cited as "Rules for the Conduct of business in the Bangalore City ~~Municipality~~ Municipal Council

(2) The place of meeting is omitted probably because in Sec 27 (4) of the Regn it is laid down that the meeting "shall be held in "the building used as a Municipal office" But it would perhaps be better to state ~~where~~ in the rules where the meeting ~~is~~ shall be held and then state the day & hour of the meeting as is done in the Mysore Rules The time fixed viz 12 noon may perhaps be changed to 9 A.M. as in Mysore as this will save Lunch charges.

(3) & (4) May be replaced by Rule (2) (a) (b) (c) of the Mysore Rules as these are clear Here again certain omissions are seen in the Bangalore Rules the ending to the fact that they are left to be See 27 (5) & (6) of the Regn

(5) Confirmation of Minutes of previous meeting would be a better wording than Amendment of Minutes Evidently the Bangalore Rules have been adopted but the rule Re Confirmation of last Minutes' seems to omitted here Either two rules as in the Bangalore rules may be adopted or one Rule as in Mysore Rules –

(6) – May remain

(7) (a) (b) (d) (e) — the arrangement is clumsy & the wording is by no means clear Mysore rules 4 (a) (b) may well be substituted for these

WD 0417—GPB—30 000—8-9-36

Re conduct of business at Municipal meetings — Bengal Act —

Mr File No of 1936 | General and Revenue Secretariat

Serial No

7 (b) may perhaps be inserted after 7 a, c d & e

7 (f) may be made into a separate rule and replaced by the Mysore Rule 9

8 a, b, c & d may perhaps remain

9 Interpellations — may perhaps be deleted here and separate rules framed for Interpellations & Resolutions (Must see 29 (2)) as in Mysore

10 Routine Resolutions — may remain

11 Suspensions & amendments — Bmo follows Bombay Rules 15, 16 & 17 & may remain — Omit in 11 (a) the addition of the words "and shall also be seconded" Seems necessary

12 (a) is a little arbitrary — Mysore Rule 8 (para 1) is clearer & Mysore better

(b) may remain

(c) is very confusing as too many things are jumbled up here Bmo requires to be split up

13 — Secrecy — There is no necessity for this as it comes under rule 11

14 (a) & (b) (c) These do not read together all right because there are certain omissions — Mysore Rule 13 is very clear & may be substituted for this

14 (d) may remain but it should be marked in its right place as in Mysore rule 22

15 — may remain

16 — may remain

17 (a) — corresponds to Rule 18 in Mysore — the latter is clearer & may be substituted to the former

17 (b), (c) — may remain

Rules for the conduct of business at Municipal meetings — Bom

Serial No

18 — may remain

19 — Do

20(a) — Do

20(b) — the words 'after giving the notice and effecting of enclosing his right of reply' seem to be unnecessary & out of place

21(a)(b)(c)(d) may remain

21(e) — may be put in before 21(b) & may remain

21(f) — Corresponds to Rule 25 of the Mysore rules with the last sentence omitted. The insertion of this sentence is necessary. It is to be found in the Bombay rules also

22(a) & (b) — may remain

23 — may remain

24 — Do with the slight alteration indicated in pencil

25 — Corresponds to Mysore Rule 31 which may be substituted

26 This is a new rule This is a matter left to the discretion of the Presidency Authority. Whether it is desirable to have a rule of this kind is for consideration

27 — may remain

13) From the above it will be found seen that the rules require to be recast on the lines of the Mysore Rules to ensure clearness and of expression and improvement in arrangement. If approved they will be sent to the ~~Bombay~~ Commissioner for being modified suitably & sent up with the ~~consent~~ approval of the Government

WD 0417 GPH—80 000—8-9-36

14 may be done 1cd 17/12/36

Ch. Secy) Subject to the rules as revised being ~~put~~ forwarded as ~~stated~~

SECRETARY CHIEF Sheet 17 DEC 1936 MYSORE

conduct of business at the meetings of the Bangalore City Mu cl

1635 / 5395

Pre File No 63 of 193 6 | General and Revenue Secretariat

Serial No

15

Draft letter to the Municipal Commissioner as submitted for consideration

Rmr for 23/12 16 Sec 24/12/36

TYPING SECTION * 24 DEC 1936 * GENL & R

The Municipal Comm., Bangalore city

No L 5178 dated 19-1-37 :-

Fds draft rules for consideration and state that separate rules have to be framed for interpellation as in Mysore

Sus A 23/1

Letter No C1-10/36-37 dated 1-6-37 from the Municipal Commissioner, Bangalore city stating that the rules were approved by the Municipal Council with the modification that, with regard to the rules under Section 29(2), each member be allowed to move not more than five propositions and three interpellations-

17) Draft G.O sanctioning as submitted for approval or orders with reference to para 14 supra

Rmr for 4/6/37 18 The Pl will have resolved that a member maybe allowed to move not more than five propositions It is submitted that the word "proposition" cannot be said to have the same meaning as a "Resolution" to be moved under rule 29 (2) of the Regn

Rule for the conduct of business at mtg meetings Mtgs

General and Revenue Secretariat | File No 53/5/63 of 1937 53/91 | [App F III—2

Serial No

In Myore case the no of resolns to be moved by any Member is limited to two If the same is raised to 5 in the case of Mysore where there are 30 members, the max no of Resolns that may come up for consideration would be 150 this would be very unwieldy and could not certainly be got thro' in the Course of an ordinary monthly meeting. Even as it is, (without the Resolns), it seems that important work could not be got thro at an ordinary meeting of the M L bl and is held over for an adjourned or next meeting. In this view it is for consideration if the no of resolns to be moved by a Member may not be limited to two, as in the Case of the Mysore M L's

Mr Murthy is generally

for 5/6/37 to draft rule to above effect

We seem desirous to have the number of resolutions to be moved by each member to be as in Mysore

Sd/- Illegible 5/6/37

2nd member) 9/6/37 9/6/37 9/6/37

SECR ... VCIL ...37 No 8804

WD 0417 GPB—80 000—8-9 36

Rules for the Conduct of Business at meetings of the M meetings ch

5395

5395

File No 63 of 1936 | General and Revenue Secretariat

Serial No

The draft bye laws already put up and as amended as per para 20 supra is for approval

Rmr 11/6 The draft-cirt and bs from the Chief Secretary comm

11 6 37

TYPING - CTIC 11 JUN 1937 GEN'L & REV SECTT.

The Municipal Commr, Bangalore city

No L 9035 dated 24-6-37

Approves of the rules

B 5/7/37

City Municipal Office,

Bangalore, dated 1st October 1936

No C_1-10/36-37

Encl Nil

1635

From

M SESHADRI ESQ M A
Municipal Commissioner
Bangalore City

GEN & REV SECT
17 OCT 1936
L & A BR.

mf 63-36-12

CHIEF SECRETARY
6 OCT 1936

6/10/36

B T Kesavaiengar, Esq , B A ,
Chief Secretary to the Government of
His Highness the Maharaja of Mysore
Bangalore

Sir

I have the honour to state that the Municipal By-law Committee framed draft rules under Section 49 (a) of the City Municipalities Regulation regarding the conduct of business at meetings of the Municipal Council

These rules were approved by the Municipal Council at their meeting held on 13-6-1936 and they were published in the Daily Post dated 17-7-36, Janavani dated 17-7-36 and Alkalam dated 21-7-36

No objections were received and the Municipal Council at their meeting held on 12-9-36 resolved to request Government to approve of the rules

A copy of the rules and a copy of the notification - calling for objections and Council resolutions dated 13-6-36 and 12-9-36 in this behalf are submitted for favour of perusal

I request that sanction of Government may be obtained to the rules referred to above

I have the honour to be,
Sir,
Your most obedient servant,

M Seshadri
Municipal Commissioner.

11/10

Forwarded with compliments.

HONORARY PRESIDENT.

Proceedings of the Ordinary General meeting of the City Municipal Council Bangalore held on Saturday the 12th September, 1936 at 12 - Noon in the Council Chamber of the City Municipal Office, Bangalore.

PRESENT

Rao Bahadur B K. Garudachar
Hon. President.

Councillors.

1 Mr. R.Venkataswamy.
2. " W.H Hanumanthappa.
3 " B Kempanna
4 " S V Srinivasa Setty.
5. " K.T Bhashyam Iyengar, B A.,B.L
6 " Ramalal Tiwari.
7. " S K.Kamakshiah Setty.
8 " B.S Sankarappa Setty.
9 Dr V.B L. Narain
10 Mr Y H.Venkataramanappa
11 " D.Venkataramanappa.
12." M Muniswamappa
13 " H Srinivasamurthy, B A ,LL B ,

Councillors

14 Mr C N Narasinga Rao, B A ,B L ,
15 " B L Byanna.
16 " Rajacharita Visarada Rao Sahib C.Hayavadana Rao,B A B.L
17 " C.M Garudachar, B A ,
18 " M P Somasekhara Rao, B A ,LLB
19 " P M Ramasarma.
20 " S K Venkataranga Iyengar, B A ,LL.B ,
21 Mr T S Raghavachar, L C E ,
22. " P Subbarama Chetty
23 "O.S Nasrulla Sheriff M A ,LLB
24. "S N M Razvil

25. Mr B Abdur Rahman, B A ,
26. " Azizuddin Tehkri

ABSENT

1 Mr M.Chinnaswamy
2 " J.R. Isaac, B.A.,
3 " Yellappa.

Subject No 22

Office note dated 28th August 1936 stating that no objections were received to the Draft rules under section 49(a) of the City Municipalities Regulation regarding the conduct of business at meetings of the Municipal Council

---

Resolution - May be recommended to Government

Sd B K Garudachar.
Honorary President.

C O P Y

PSK

Municipal Commissioner.

Proceedings of the ordinary General meeting of the City Municipal Council, Bangalore held on Saturday the 13th June 1936 at 12 Noon in the Council Chamber of theCity Municipal Office, Bangalore

---

Present.

Rao Bahadur B K. Garudachar.
Hon President

Councillors		Councillors	
1 Mr	R Venkataswamy	11 Mr	C Hayavadana Rao.
2 "	W H.Hanumanthappa.	12 "	M P Somasekhara Rao
3 "	B Kempanna	13 "	T S Raghavachar
4 "	Ramalal Thiwari	14 "	P Subbaramachetty
5 "	K S Kamakshiah Setty	15 "	M.Chinnaswamy
6 Dr	V B L Narayan.	16 "	S S Nasarulla Sheriff
7.Mr	D Venkataramanappa	17 "	S N M Razvi
8 "	M Muniswamappa	18 "	Azizuddin Mehkri
9 "	H Srinivasamurthy	19 "	J R Issac.
10."	B L Byanna	20 "	S Yellappa

Absent

1	Mr S V.Srinivasa Setty	5 Mr	C N Narasinga Rao.
2.	" K T Bhashyam Iyengar	6. "	C M Garudachar
3	" B S Shankarappa Setty	7 "	S Sitharamiah.
4	" Y H Venkataramanappa	8 "	S K Venkataranga Iyengar.
		9 Mr	B Abdur Rahmon

Subject No 1

Draft of the rules framed by the Municipal By-law Committee under Section 49 (a) of the City Municipalities Regulation for regulating the conduct of business at meetings of the Municipal Council

Resolution - Approved

Sd B K Garudachar.
Honorary President.

Copy

Municipal Commissioner.

City Municipal Office,
Bangalore dated 30th June 1936

Notice

Notice is hereby given to the inhabitants of the Municipality of Bangalore City that the Municipal Council desires to prescribe the undermentioned rules under Section 49(a) of the City Municipalities Regulation for regulating the conduct of business at meetings of the Municipal Council

Any inhabitant of the Municipality objecting to the proposed rules, may, within one month from the date of this notice, send his objections in writing to the undersigned

Sd M Seshadri
Municipal Commissioner

Rules under Section 49 (a) for regulating the conduct of Business at meetings of the Municipal Council

---

1 Short Title - These rules may be cited as "The Conduct of Business Rules "

2 Meetings when to be held - The Ordinary General Meeting for each month shall be held on the first Saturday of the month at 12 noon or on such date and at such time as may seem expedient to the President

3 Commencement of Business - At the hour fixed for a meeting of the Council, if a quorum be present, the business of the meeting may at once commence

2 (a)

4 Chairman presiding in the absence of the President to vacate chair on arrival of President

2 (a)

A Councillor chosen under Section 27 (5) of the City Municipalities Regulation VII of 1933 to be the Chairman, shall vacate the chair on the arrival of the President or Vice President who thereafter preside over the meeting

5 Amendment of minutes:- If any Councillor present objects to the minutes as having been incorrectly or incompletely recorded, the presiding authority shall, after taking the sense of the meeting, make such amendments as he thinks proper and the amended minutes shall then be confirmed and signed by the presiding authority

6 Language to be used - The proceedings may be conducted either in English or in Kannada

7 Speeches - (a) A member desiring to speak on any matter before the Council, shall do so from his place, shall rise when he speaks and shall address the presiding authority

(b) A Councillor shall not read his speech, but may refresh his memory from notes and may, with the consent of the presiding authority, read passages from books or documents cited in support of his argument

(c) A Councillor who first rises to speak has the right to be heard In case of doubt the presiding authority shall decide who is entitled to speak

(d) No Councillor shall interrupt any speaker except for the purpose of requesting the presiding authority to call such speaker to order or for inviting the attention of the presiding authority to the absence of the quorum

(e) All questions from one Councillor to another relating to the business of the meeting shall be put through the presiding authority

(f) A Councillor having spoken to a proposition or amendment shall not be entitled to speak again on such proposition or amendment provided that the mover of a proposition or amendment shall have a right of reply at the close of the discussion thereon: provided also that a Councillor who wishes to offer any personal explanation may do so with the permission of the presiding authority.

8 Order - (a) The presiding authority shall preserve order

(b) All points of order shall be summarily decided by him, no discussion thereon being allowed, unless he shall think fit to take the opinion of the Councillors present

(c) Councillor called to order to resume his seat

A Councillor called to order by the presiding authority shall resume his seat till the decision of the point of order ~~be~~ is raised provided that the presiding authority may allow the Councillor to speak on the point of order raised If any Councillor desires to dispute the decision of the presiding authority he may bring forward a proposition at the following meeting

(d) The presiding authority may adjourn any meeting which refuses to obey his ruling on a point of order

9 Interpellations - The right of a Municipal Councillor to interpellate the President on matters connected with the Municipal Administration shall be subject to the following regulations

(1) Every question shall comply with the following conditions, Viz ,

(a) It shall be so framed as to be merely a request for information

(b) It shall not be of excessive length

(c) It shall not contain arguments, inferences, ironical expression, or defamatory statements, nor shall it refer to the conduct or character of persons except in their official or public capacity

(d) It shall not ask for an expression of an opinion or the solution of a hypothetical proposition, and

(e) If a question contains a statement, the Councillor asking it must make himself responsible for the accuracy of the statement

(2)(a) When any question is not framed so as to satisfy the above conditions, the President may either himself amend it in such a way as to render it admissible or may cause it to be returned to the Councillor concerned for the purpose of amendment

(b) If the Councillor does not, within such time as the President may fix in this behalf, resubmit the question duly amended or intimate his acceptance of the President's amendment, the question shall be deemed to have been withdrawn

(3) A Councillor who wishes to ask a question shall give at least three clear days' notice in writing to the President, submitting in full the question which he wishes to ask, provided that, in cases where the question is such that no answer can be reasonably provided within three days, the President may reserve the answer till the next meeting

(4) No discussion in the Council shall be permitted in respect of any order of the President Under Clause (3) or under Clause (7) of this rule

(5) The question shall be read by the Councillor by whom it was framed or in his absence by some other Councillor on his behalf and the answer shall be given by the presiding authority or by the Municipal Commissioner or shall be laid on the table

(6) Any Councillor may put a supplementary question for the purpose of further elucidating any matter of fact regarding which a request for information has been made in the original question

(7) The presiding authority may decline to answer a supplementary question without notice, in which case the supplementary question may be put in the form of a fresh question at a subsequent meeting of the Council

(8) No discussion shall be permitted in respect of any question put or any answer to a question

(9) The question asked and the answer given to it shall be entered in the proceedings of the Council

10 Routine resolutions - Routine resolutions, such as receipt of periodical statements or confirming the proceedings of a committee may be put to the meeting by the presiding authority without their having been moved or seconded Propositions regarding the choice of a presiding Councillor, adjournment and the like must be seconded, but need not be in writing

11 Propositions and Amendments - (a) Except as provided in the last rule every proposition and amendment shall be handed by the proposer in writing in English or Kanada to the presiding authority and should also be recorded

(b) No Councillor shall be entitled to move a proposition which does not directly arise from the discussion of a subject properly before the meetings

(c) If a Councillor who has given notice of a proposition is for any reason unable or unwilling to move the same, any other Councillor present may move it with the consent of the presiding authority

12 Division and grouping of propositions

(a) The presiding authority shall have power to divide into two or more distinct propositions, any proposition or amendment as he deems necessary

(b) A proposition or amendment which is divided need not be separately moved and seconded

(c) When the business before the Council is a budget estimate, a supplementary budget, a proposition for the re-appropriation of funds, a set of rules or by-laws, a list of lands proposed to be sold or acquired, a list of items for remission, a list of arrears, a statement of accounts or the consideration of the Municipal Administration Report or any other matter comprising a number of items the presiding authority shall group the items in such a manner as may seem convenient to him and without any mover or seconder, propose to the meeting in respect of each group in succession that the group be passed If no objection is raised by any Councillor, the group shall be considered as sanctioned by the meeting But if any alteration is proposed) and seconded, it shall be dealt with in accordance with the rules applicable to the consideration of amendments (1) provided that th

that the presiding authority shall have power to put any particular item separately before the meeting and to sub-divide or rearrange the groups (2) provided also that if on the sense of the meeting being taken by the presiding authority, all the Councillors present are of opinion that no item or group of items need be considered separately, the whole question shall be dealt with as one proposition

13 Seconding - No proposition or amendment shall be discussed unless and until it is seconded

14 (a) The mover of a proposition or amendment may speak in support of his motion

(b) When the mover of the proposition or amendment has resumed his seat, the presiding authority, shall cause such proposition or amendment to be read to the meeting and ask if any Councillor seconds it. If no Councillor seconds the proposition or amendment the presiding authority shall declare that it is lost

(c) The seconder may either speak in support of the motion or reserve his speech for a later stage of the debate thereon

(d) A proposition or amendment which has been moved and seconded shall not be withdrawn without the permission of the meeting

15 Resolution of Committee - When a resolution of the Managing or other Committee is submitted to the general meeting for adoption, its adoption should ordinarily be moved and seconded by members of the Committee

16 Amendments (a) After a proposition has been moved and seconded, any Councillor may propose an amendment thereto

(b) All amendments intended to be moved to any proposition shall be handed over in writing to the presiding authority immediately after the seconder of the proposition has resumed his

his seat and no amendment not so handed over shall be permitted to be moved except with the permission of the meeting

(c) Form of Amendment - An amendment shall usually be in the form of a proposal for a variation of the original proposition , an addition thereto or an omission therefrom Every amendment must be relevant to the proposition it is proposed to amend and must be framed so as to form therewith an intelligible and consistent sentence An amendment which is the direct negative of the proposition shall not be allowed

(d) Any number of amendments may be before the meeting at the same time, but no member shall propose more than one amendment to the same proposition except when such proposition is for the passing of a budget or of a set of general rules, or is otherwise of such a nature that it consists of several portions which may require amendment

(e) No amendment to words already resolved upon to be made

No amendment may be made to words which, it has already been resolved, shall stand part of, or be added to, the original proposition or amendment, except by addition of other words

(f) Amendment once negatived not to be proposed

No amendment may be proposed which is the same, in substance, as a proposition or an amendment which has been negatived during that meeting

17 (a) Order of amendments - The presiding authority shall have power to arrange the amendments in the order in which they have to be moved and to call upon the proposers of the amendments to move the amendments in that order The amendments are to be taken up in the reverse order, The last one first and so on

(b) Each amendment to be decided before next is entered upon

Each amendment must be decided before the next amend-

amendment is entered upon, but after any amendment has been proposed and seconded, any Councillor may move that the amendment be amended by the omission, insertion or addition of a certain word or words and the presiding authority shall thereupon ask if any other Councillor seconds the proposal and if seconded, the proposal to amend the amendment shall then become the question before the meeting

(c) When any amendment is accepted by the mover or carried by the meeting, the proposition in its amended form shall then become the question before the meeting and may be discussed before being voted upon

18 Motions, etc , by presiding authority

The presiding authority may move and second propositions or amendments, speak and vote without vacating the chair

19 Proposal to adjourn or postpone

The proposal to adjourn a meeting or postpone the consideration of a question shall take precedence of any other proposition before the meeting

20 Closure - (a) When a question has been under discussion for not less than one hour, the Presiding authority or any two members (as mover and seconder) may propose that such question be put to vote forthwith

(b) Such proposal for closure shall then be put to vote without discussion and if it is carried, the original proposition and amendments if any, which are before the meeting shall at once be put to vote after giving the mover an opportunity of exercising his right of reply

21 Voting - (a) When a question is put to vote, the presiding authority shall call for a show of hands, and the presiding authority or a Councillor at his request shall

shall count the hands shown for and against and declare the result If any Councillor challenges the correctness of the numbers thus declared, the hands shall be counted a second time, provided that if any two Councillors request a poll, the presiding authority shall call the roll of the Councillors and record, in the minutes of the meeting, the names of the Councillors voting for and against

24

(b) Taking Votes by ballot - Votes on any question may be taken by ballot if the meeting so decides.

(c) Casting Vote - The presiding authority unless he refrain from voting shall give his vote before declaring the number of votes for and against the question, and then in case of an equality of votes, he shall give his casting vote

4

(d) Result of equality of votes - When there is an equality of votes and the presiding authority refrains from giving his casting vote, the proposition shall be held to be neither passed nor rejected and may be brought forward at any subsequent meeting

26

(e) A Councillor who is present at a meeting may refrain from voting

25

(f) If the question before the meeting be the confirmation of a report or the proceedings of a Committee, the members of that Committee may vote

25

22 (a) Votes for the appointments of Committees and Officers shall always be taken by ballot Each Councillor present shall be entitled to vote ~~for~~ for as many candidates as there are vacancies to be filled But he shall not be entitled to give more than one vote to any candidate

new

(b) When votes are taken by ballot each Councillor shall directly record his vote in writing in such manner as the presiding authority may prescribe The paper on which the vote is

is recorded shall not be signed by the voter and shall not be seen by any person except the presiding authority and the tellers appointed by him Such papers shall be destroyed immediately after the result of the voting is declared

23 Budget discussion - When a budget estimate or a supplementary budget or reappropriation statement is laid before a council meeting, the procedure shall be as follows -

(a) The presiding authority shall read each item of the abstracts of receipts and expenditure and shall without any mover or seconder, put to the meeting, the question "that this item stand part of the budget or reappropriation statement"

(b) If any Councillor proposes to reduce or increase or strike off the item and the proposal be seconded, such proposal shall be treated as an amendment and shall become the question before the meeting

24 Councillors may resolve into Committee at General Meeting

At any meeting of the Council, the Councillors may resolve themselves into a committee to consider any subject which is before the meeting In such a committee, a proposition need not be seconded and a councillor may speak more than once The decision of the committee shall be reported to that meeting or to a subsequent meeting for confirmation

25 Minutes to be recorded under supervision of the President

Minutes of the proceedings shall be recorded during the meeting under the supervision of the presiding authority The presiding authority may delete argumentative or offensive matter from any motion, and the matter so deleted shall not be recorded in the Minute Book

26 No discussion allowed in certain cases

No speech or debate shall be allowed in the following

cases in addition to cases otherwise expressly provided for -

(a) when the sense of the meeting is being taken by the presiding authority under proviso (2) to rule 12 (c),

(b) on a motion to give priority to any particular item of business or proposition,

(c) when an objection is being dealt with under rule 5,

(d) on a motion for adjournment or postponement under rule 19,

(e) on a motion for closure under rule 20

27 Right of President to address meeting

The presiding authority may address the meeting at any stage of the debate

M M)

"Copy"

Municipal Commissioner

Appendix F G—1]

SUBJECT

Section Pl

File No 63—36

Serial No

Diary No of letter replied to

No L 5178 /Encls Two

To The Municipal Commissioner
Bangalore city
(through the President)

General and Revenue Secretariat

( )

the *193*

Sir,

Date of issue 19/37

With reference to your letter No C1-10/36-37 dated 5-10-36 submitting for sanction draft rules framed by the Municipal Council under Section 49(a) of the Mysore City Municipal Regulation, 1933 regarding the conduct of business at the meeting of the Municipal Council, I am directed to state that the rules sent up require to be recast with a view to ensure clearness of expression and improvement in arrangement

Signed by

List of enclosures

Copied by

Examined by

WD 08601—GPB—80,000—28-9-35

A copy of the rules as revised in this office is herewith sent for being placed before the Municipal Council for their approval or remarks, if any and resubmission for the approval of Govt

As regards interpellations I am to state that separate rules have to be framed for interpellations and resolutions under Section 29(2) of the City Municipalities Regulation A copy of the rules so sanctioned in the case of the Mysore city Municipality is herewith enclosed for reference & needful action

I have &c

24/12/36

for Chief Secy to Govt

Rowe

GOVERNMENT OF HIS HIGHNESS THE MAHARAJA OF MYSORE

General and Revenue Secretariat

No L 5778/Jud 63-36 Bangalore Dated 14th January 1937
Ex 2 19

From

The *Chief Secretary to the Government of His Highness the Maharaja of Mysore*

To

The Municipal Commissioner
Bangalore City
(through the President)

Sir

With reference to your letter No G-10/36-37 dated 5th October 1936 submitting for sanction draft rules framed by the City Municipal Council under Section 49 (a) of the Mysore City Municipalities Regulation 1933 regarding the conduct of business at the meetings of the Municipal Council I am directed to state that the rules sent up require to be recast with a view to ensure clearness of expression and improvement in arrangement

A copy of the rules as revised in this office is herewith sent for being ~~sent~~ placed before the Municipal Council for their remarks if any and resubmission for the approval of Government

As regards interpellations I am to state that separate rules have to be framed for interpellations and resolutions under Section 29 (2) of the City Municipalities Regulation A copy of the rules sanctioned in the case of the Mysore City Municipality is herewith enclosed for referernce and needful action

I have the honor to be

Sir

Your most obedient servant

Jan draft

For Chief Secretary to Government

RMR

c r 2

Proceedings of the ordinary General Meeting of the City Municipal Council, Bangalore held on Saturday the 15th May 1937 in the Council Chamber of the City Municipal office, Bangalore.

Present:-P. Subbarama Chetty, Esq.,
Hon. President.

Councillors:-

Messrs.

1. R. Venkatasami
2. N. Balakrishnaiya
3. E. H. Hanumanthappa
4. Belur Srinivasaiengar
5. K. T. Bhashyamiengar
6. D. Rameswarama
7. Ramlal Thivari
8. S. N. M. Razvi
9. K. M. Nagamma
10. I. K. Purushothama Naidu
11. D. Venkataramanappa
12. B. L. Byanna
13. M. Moonisami
14. C. N. Narasinga Rao
15. K. Shamarajaiengar
16. K. Gubbiya
17. C. L. Garudachar
18. P. L. Ramasarma
19. L. Krishnasami Pillai
20. J. K. Venkatarangaiengar
21. M. R. Narasimhaiengar
22. S. L. Lenoji Rao
23. O. J. Nazarulla Sheriff
24. B. Abdur Rahman
25. M. Abdul Majid
26. P. Murugesam Pillai
27. Smt R. Kalyanamma
28. Dr. M. Reyan

Absent.

Messrs.

1. B. S. Sankarappa Chetty

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2 Letter No L 5178/M1 63-36 dated 19th January 1937 from the Chief Secretary to Government returning the draft of the rules framed by the Municipal Council under section 49 (a) regarding the conduct of business at the meetings of the Municipal Council together with a revised copy as prepared by Government, for remarks, if any and resubmission

After some discussion on the subject Mr S N M Razvi moved that the By-laws as revised by Government together with the rules for the moving of resolutions and interpellations as sanctioned by Government for the Mysore City Municipality be approved, with the modification that each member be allowed to move not more than five propositions and three interpellations Mr Ramlal Thivari seconded it This was passed unanimously

Sd/ P Subbarama Chetty
Hon President

Copy

Municipal Commissioner

City Municipal Office,

Bangalore dated 30th June 1936

N o t i c e

Notice is hereby given to the inhabitants of the Municipality of Bangalore City that the Municipal Council desires to prescribe the undermentioned rules under Section 49(a) of the City Municipalities Regulation for regulating the conduct of business at meetings of the Municipal Council

Any inhabitant of the Municipality objecting to the proposed rules, may, within one month from the date of this notice, send his objections in writing to the undersigned.

Sd M Seshadri

Municipal Commissioner

Rules under Section 49 (a) for regulating the conduct of Business at meetings of the Bangalore City Municipal Council

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1 Short Title - These rules may be cited as "The Conduct of Business Rules."

2. Meetings when to be held - The Ordinary General Meeting for each month shall be held on the first Saturday of the month at 8 A M or on such date and at such time as may seem expedient to the President

3 Commencement of Business - At the hour fixed for a meeting of the Council, if a quorum be present, the business of the meeting may at once commence

4 Chairman presiding in the absence of the President to vacate chair on arrival of President

A Councillor chosen under Section 27 (5) of the City Municipalities Regulation VII of 1933 to be the Chairman, shall vacate the chair on the arrival of the President or Vice President who may preside over the meeting.

Confirmation of minutes of previous meeting - 5 -

At the commencement of proceedings of each ordinary general meeting the minutes of the last previous meeting shall be read and confirmed

5 Amendment of minutes:- If any Councillor present objects to the minutes as having been incorrectly or incompletely recorded, the presiding authority shall, after taking the sense of the meeting make such amendments as he thinks proper and the amended minutes shall then be confirmed and signed by the presiding authority.

6 Language to be used - The proceedings may be conducted either in English or in Kannada

7 Speeches - (a) A member desiring to speak on any matter before the Council, shall do so from his place, shall rise when he speaks and shall address the presiding authority

(b) A Councillor shall not read his speech, but may refresh his memory from notes and may, with the consent of the presiding authority, read passages from books or documents cited in support of his argument

(c) A Councillor who first rises to speak has the right to be heard In case of doubt the presiding authority shall decide who is entitled to speak

(d) No Councillor shall interrupt any speaker except for the purpose of requesting the presiding authority to call such speaker to order or for inviting the attention of the presiding authority to the absence of the quorum

(e) All questions from one Councillor to another relating to the business of the meeting shall be put through the presiding authority

(f) A Councillor having spoken to a proposition or amendment shall not be entitled to speak again on such proposition or amendment provided that the mover of a proposition or amendment shall have a right of reply at the close of the discussion thereon: provided also that a Councillor who wishes to offer any personal explanation may do so with the permission of the presiding

8. Order - (a) The presiding authority shall preserve order

(b) All points of order shall be summarily decided by him, no discussion thereon being allowed, unless he shall think fit to take the opinion of the Councillors present.

(c) Councillor called to order to resume his seat

A Councillor called to order by the presiding authority shall resume his seat till the decision of the point of order is raised provided that the presiding authority may allow the Councillor to speak on the point of order raised If any Councillor desires to dispute the decision of the presiding authority he may bring forward a proposition at the following meeting

(d) The presiding authority may adjourn any meeting which refuses to obey his ruling on a point of order

9 Interpellations - The right of a Municipal Councillor to interpellate the President on matters connected with the Municipal Administration shall be subject to the following regulations

(1) Every question shall comply with the following conditions, Viz ,

(a) It shall be so framed as to be merely a request for information

(b) It shall not be of excessive length

(c) It shall not contain arguments, inferences, ironical expression, or defamatory statements, nor shall it refer to the conduct or character of persons except in their official or public capacity

(d) It shall not ask for an expression of an opinion or the solution of a hypothetical proposition, and

(e) If a question contains a statement, the Councillor asking it must make himself responsible for the accuracy of the statement

(2)(a) When any question is not framed so as to satisfy the above conditions, the President may either himself amend it in such a way as to render it admissible or may cause it to be returned to the Councillor concerned for the purpose of amendment.

(b) If the Councillor does not, within such time as the President may fix in this behalf, resubmit the question duly amended or intimate his acceptance of the President's amendment, the question shall be deemed to have been withdrawn.

(3) A Councillor who wishes to ask a question shall give at least three clear days' notice in writing to the President, submitting in full the question which he wishes to ask, provided that, in cases where the question is such that no answer can be reasonably provided within three days, the President may reserve the answer till the next meeting

(4) No discussion in the Council shall be permitted in respect of any order of the President Under Clause (3) or under Clause (7) of this rule

(5) The question shall be read by the Councillor by whom it was framed or in his absence by some other Councillor on his behalf and the answer shall be given by the presiding authority or by the Municipal Commissioner or shall be laid on the table

(6) Any Councillor may put a supplementary question for the purpose of further elucidating any matter of fact regarding which a request for information has been made in the original question

(7) The presiding authority may decline to answer a supplementary question without notice, in which case the supplementary question may be put in the form of a fresh question at a subsequent meeting of the Council

(8) No discussion shall be permitted in respect of any question put or any answer to a question

(9) The question asked and the answer given to it shall be entered in the proceedings of the Council

10. Routine resolutions - Routine resolutions, such as resolutions periodical statements or confirming the proceedings of a committee may be put to the meeting by the presiding authority without their having been moved or seconded. Proposition regarding the choice of a presiding Councillor, adjournment and the like must be seconded, but need not be in writing.

10 11 Propositions and Amendments - (a) Except as provided in the last rule every proposition and amendment shall be handed by the proposer in writing in English or Kanada to the presiding authority. and should also be recorded

(b) No Councillor shall be entitled to move a proposition which does not directly arise from the discussion of a subject properly before the meetings

(c) If a Councillor who has given notice of a proposition is for any reason unable or unwilling to move hhe same, any other Councillor present may move it with the consent of the presiding authority

11 12 Division and grouping of propositions

(a) The presiding authority shall have the power to divide into two or more distinct propositions, any proposition or amendment which in his opinion is so complicated as to be likely to lead to confusion or inconvenience by being debated and as one proposition ~~as he deems necessary~~

(b) A proposition or amendment which is divided need not be separetely moved and seconded

(c) When the business before the Council is a budget estimate, a supplementary budget, a proposition for the re-appropriation of funds, a set of rules or by-laws, a list of lands proposed to be sold or acquired, a list of items for remission, a list of arrears, a statement of accounts or the consideration of the Municipal Administration Report or any other matter comprising a number of items the presiding authority shall group the items in such a manner as may seem convenient to him and without any mover or seconder, propose to the meeting in respect of each group in succession that the group be passed (a) [If no objection is raised by any Councillor, the group shall be considered as sanctioned by the meeting.] (e) [But if any alteration is proposed ~~the presiding authority may~~) and seconded, it shall be dealt with in accordance with the rules appli-

~~to the consideration of amendments:~~ (1) provided that this

that the presiding authority shall have power to put any particular item separately before the meeting and to sub-divide or rearrange the groups (2) provided also that if on the sense of the meeting being take n by the presiding authority, all the Councillors present are of opinion that no item or group of items need be considered separately, the whole question shall be dealt with as one proposition

13 Seconding - No proposition or amendment shall be discussed unless and until it is seconded

14.(a) The mover of a proposition or amendment may speak in support of his motion

(b) When the mover of the proposition or amendment has resumed his seat, the presiding authority, shall cause such proposition or amendment to be read to the meeting and ask if any Councillor seconds it If no Councillor seconds the proposition or amendment the presiding authority shall declare that it is lost

(c) The seconder may either speak in support of the motion or reserve his speech for a later stage of the debate thereon

(d) A proposition or amendment which has been moved and seconded shall not be withdrawn without the permission of the meeting

15. Resolution of Committee - When a resolution of the Managing or other Committee is submitted to the meeting for adoption, its adoption should ordinarily be moved and seconded by members of the Committee.

16. Amendments (a) After a proposition has been moved and seconded, any Councillor may propose an amendment thereto

(b) All amendments intended to be moved to any proposition shall be handed over in writing to the presiding authority immediately after the seconder of the proposition has resumed his

his seat and no amendment not so handed over shall be permitted to be moved except with the permission of the meeting.

(c) Form of Amendment - An amendment shall usually be in the form of a proposal for a variation of the original proposition , an addition thereto or an omission therefrom Every amendment must be relevant to the proposition it is proposed to amend and must be framed so as to form therewith an intelligible and consistent sentence. An amendment which is the direct negative of the proposition shall not be allowed

(d) Any number of amendments may be before the meeting at the same time, but no member shall propose more than one amendment to the same proposition except when such proposition is for the passing of a budget or of a set of general rules, or is otherwise of such a nature that it consists of several portions which may require amendment.

(e) No amendment to words already resolved upon to be made.

No amendment may be made to words which, it has already been resolved, shall stand part of, or be added to, the original proposition or amendment, except by addition of other words

(f) Amendment once negatived not to be proposed

No amendment may be proposed which is the same, in-substance, as a proposition or an amendment which has been negatived durin- that meeting

(g)

15 ~~17~~. (a) Order of amendments - The presiding authority shall have power to arrange the amendments in the order in which they have to be moved and to call upon the proposers of the amendments to move the amendments in that order The amend ents are to be taken up in the reverse order The last one first and so on

Mp- Rule 18

(b) Each amendment to be decided before next is entered upon.

[illegible] amendment must be decided before the next amend.

amendment is entered upon, but after any amendment has been proposed and seconded, any Councillor may move that the amendment be amended by the omission, inserti n or addition of a certain word or words and the presiding authority shall thereupon ask if any other Councillor seconds the proposal and if seconded, the proposal to amend the amendment shall then becore the question before the meeting

(c) When any amendment is accepted by the mover or carried by the meeting, the proposition in its amended form shall then become the question before the meeting and may be discussed before being voted upon.

16 18. Motions, etc , by presiding authority

The presiding authority may move and second propositions or amendments, speak and vote without vacating the chair

17 19 Proposal to adjourn or postpone

The proposal to adjourn a meeting or postpone the consideration of a question shall take precedence of any other proposition before the meeting

18 20. Closure:- (a) When a question has been under discussio for not less than one hour, the Presiding authority or any t two members (as mover and seconder) may propose that such question be put to vote forthwith

(b) Such proposal for closure shall then be put to vote without discussion and if it is carried the original proposi tion and amendments if any, which are before the meeting shall at once be put to vote [after giving the mover an oppor tunity of exercising his right of reply] 9

19 21. Voting:- (a) When a question is put to vote, the presiding authority shall call for a show of hands, and the presiding authority or a Counsillor at his request shall

shall count the hands shown for and against and declare the result If any Councillor challenge the correctness of the numbers thus declared, the hands shall be counted a second time, provided that if any two Councillors request a poll, the presiding authority shall call the roll of the Councillors and record, in the minutes of the meeting, the name of the Councillors voting for and against

(b) Taking Votes by ballot - Votes on any question may be taken by ballot if the meeting so decides

(c) Casting Vote - The presidin authority unless he refrain from voting shall give his vote before declaring the number of votes for and against the question, and then in case of an equality of votes, he shall give his casting vote

(d) Result of equality of votes - When there is an equality of votes and the presiding authority refrains from giving his casting vote, the proposition shall be held to be neither passe nor rejected and may be brought forward at any subsequent meeting

(e) A Councillor who is present at a meeting may refrain from voting

(f) If the question before the meeting be the confirmation of a report or the proceedings of a Committee, the members of that Committee may vote If the conduct of a Councillor be in question, that Councillor may vote

22 (a) Votes for the appointments of Committees and Officers shall always be taken by ballot Each Councillor present shall be entitled to vote ~~for~~ for as many candidates as there are vacancies to be filled But he shall not be entitled to give more than one vote to any candidate

(b) When votes are taken by ballot each Councillor shall directly record his vote in writing in such manner as the presiding authority may prescribe. The paper on which the

is recorded shall not be signed by the voter and shall not be seen by any person except the presiding authority and the tellers appointed by him. Such papers shall be destroyed immediately after the result of the voting is declared.

~~25.~~ Budget discussion:- When a budget estimate or a supplementary budget or reappropriation statement is laid before a council meeting, the procedure shall be as follows -

(a) The presiding authority shall read each item of the abstracts of receipts and expenditure and shall without any mover or seconder, put to the meeting, the question "that this item stand part of the budget or reappropriation statement".

(b) If any Councillor proposes to reduce or increase or strike off the item and the proposal be seconded, such proposal shall be treated as an amendment and shall become the question before the meeting

~~24.~~ Councillors may resolve into Committee at General Meeting

At any general meeting of the Council, the Councillors may resolve themselves into a committee to consider any subject which is before the meeting In such a committee, a proposition need not be seconded and a councillor may speak more than once. The decision of the committee shall be reported to that meeting or to a subsequent meeting for confirmation.

~~25.~~ Minutes to be recorded under upervision of the President

Minutes of the proceedings shall ~~xza~~ be recorded during the meeting under the supervision of the presiding authority The presiding authority may delete argumentative or offensive matter from any motion, and the matter so deleted shall not be recorded in the Minute Book

~~26.~~ No discussion allowed in certain cases

No speech or debate shall be allowed in the following

cases in addition to cases othe wise expressly provided for:

(a) when the sense of the meeting is being taken by the presiding authority under proviso (2) to rule 12 (c),

(b) on a motion to give priority to any particular item of business or proposition,

(c) when an objection is being dealt with under rule 5,

(d) on a motion f r adjournment or postponement under rule 19,

(e) on a motion for closure under rule 20

25 27. Right of President to address meeting

The presiding authority may address the meeting at any stage of the debate

M M)

[G R S App F VI—G 2]

SUBJECT

ıary No of letter replied to

General and Revenue Secretariat

( )

the *193*

Date of issue 24/6/193

Signed by

May this be—

(i) prin ed?

(ii) t eated as a standing order?

(iii) published in the Gazette En lish Part?

(iv) translated?

(v) placed at the disposal of the press?

(vi) published in the Gazette Kannada Part?

Section M

File No 63-36

Serial No 85

Proceedings of the Government of His Highness the Maharaja of Mysore

Read— Correspondence ending with letter No C1-10/36-37 dated 1-6-37 from the Municipal Commissioner, Bangalore city submitting for sanction the rules framed by the Municipal Council under ~~Order thereon—No~~ Section 49(a) of the City Municipalities Regulation, 1933, for regulating the conduct of business at meetings of the Municipal Council and under Section 29(2) of the Regulation relating to the admission of

resolutions to be moved and of interpellations to be discussed in the Council and Committee meetings and stating that the prescribed formalities have been observed in the matter -

Order No L. - 9035 21/6/37

The rules, ~~as approved~~ appended to this order, are approved

2) The rules may be got printed and a dozen copies thereof sent to this office for reference

Chief Secy to Govt 7/6/37 M 7/6/37

Rem fwd

The Municipal Comm, Bangalore city (through the President) with a copy of the rules

List of Enclosure

Copied by

Examined by

WD 08602—GPB 22 500—12-7 P5

Rules under Section 49 (a) for regulating the conduct of Business at meetings of the Bangalore City Municipal Council

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1 Short Title.- These rules may be cited as "The Rules for the Conduct of Business in the Bangalore City Municipal council "

2 Meetings wher to be held - The meetings o the Municipal Councillors hall except for reasons to be specified in the notice ~~concerning~~ convening the eeting to be held at the Municipal Office The Ordinary General Meeting for each month shall be held on the first Saturday of the month at 3 A M or on such date and at such time as may seem expedient to the President

3 At the hour fixed for a meeting of the Councillors if a quorum be present, the business of the meeting may at once commence, and, if neither the President nor the Vice-President be present the Councillors may proceed at once to choose a presiding Councillor under Section 27 (5) If the President or the Vice-President arrives after a presiding Councillor has been chosen by the Councillors, the presiding Councillor shall leave the chair and the President or Vice-President shall preside

4 If at the hour fixed for the meeting a quorum be not present, the presiding authority shall allow 30 minutes to elapse before he adjourns the meeting and if 30 minutes from the hour fixed for the meeting elapse without the assembling of a quorum, the meeting shall stand adjourned to that day week at the same time and place

If after the commencement of business the presiding authority notices that a quorum is not present, or any Councillor calls the attention of the presiding authority to the fact that a quorum is not present, the presiding authority shall immediately suspend business, and shall count the number of Councillors present, and if that number be insufficient to form a quorum, the presiding authority shall adjourn the meeting

6 Confirmation of minutes of previous meetings - At the commencement of the proceedings of each ordinary general meeting, the minutes of the last previous meeting shall be read and

confirmdd If any Councillor present objects to the minutes as having been incorrectly or incompletely recorded, the presiding authority shall, after taking the sense of the meeting make such amendments as he thinks proper and the amended minutes shall then be confirmed and signed by the presiding authority

7 Language to be used:- The proceedings may be conducted either in English or in Kannada

8 Speeches - (a) A Councillor wishing to speak shall rise in his place The Councillor who first rises to speak has the right to be heard In cases of doubt the presiding authority shall decide who is entitled to speak No interruption to the speech of a Councillor shall be permitted, except that the presiding authority may call the Councillor to order and any other Councillor may rise and request the presiding authority to call the speaker to order or to notice that a quorum is not present

(b) All questions from one Councillor to another relating to the business of the meeting shall be put through the presiding authority

(c) A Councillor shall not read his speech, but may refresh his memory from notes and may, with the consent of the presiding authority read passages from books or documents cited in support of his argument

9 Each Councillor rising to speak shall direct his speech to the question before the meeting or an amendment which he is himself about to propose or to a point of order, always addressing the presiding authority from his place A Councillor having spoken to a proposition or amendment is not at liberty to speak again to such proposition or amendment

Provided that the mover of a proposition or amendment shall have a right of reply, after the presiding authority has ascertained that no other Councillor entitled to speak desires to speak

Provided also, that any Councillor may second a proposition or amendment by saying I second the proposition or amendment" and may reserve his right to speak later

Provided also, that a Councillor who wishes to explain any misconception of expressions used by him may do so with the permission of the presiding authority

10 Order :-(a) The presiding authority shall preserve order

(b) All points of order shall be summarily decided by him, no discussion thereon being allowed, unless he shall think fit, to take the opinion of the Councillors present

(c) Councillor called to order to resume his seat

A Councillor called to order by the presiding authority shall resume his seat till the decision of the point of order is raised provided that the presiding authority may allow the Councillor to speak on the point of order raised If any Councillor desires to dispute the decision of the presiding authority he may bring forward a proposition at the following meeting

(d) The presiding authority may adjourn any meeting which refuses to obey his ruling on a point of order

11 Routine resolutions - Routine resolutions, such as recording periodical statements or confirming the proceedings of a committee may be put to the meeting by the presiding authority without their having been moved or seconded Proposition regarding the choice of a presiding Councillor, adjournment and the like must be seconded, but need not be in writing

12 Propositions and Amendments - (a) Except as provided in the last rule every proposition and amendment shall be handed by the proposer in writing in English or Kannada to the presiding authority and should also be seconded

(b) No Councillor shall be entitled to move a proposition which does not directly arise from the discussion of a subject properly before the meeting

(c) If a Councillor who has given notice of a proposition is for any reason unable or unwilling to move the same, any other Councillor present may move it with the consent of the presiding authority

13 Division and grouping of propositions

(a) The presiding authority shall have the power to divide into two or more distinct propositions, any proposition or amendment which in his opinion is so complicated as to be likely to lead to confusion

or inconvenience by being debated on as one proposition

(b) A proposition or amendment which is divided need not be separately moved and seconded

(c) When the business before the Council is a budget estimate, a supplementary budget, a proposition for the re-appropriation of funds, a set of rules or bye-laws, a list of lands proposed to be sold or acquired, a list of items for remission, a list of arrears, a statement of accounts or the consideration of the Municipal Administration Report or any other matter comprising a number of items the presiding authority shall group the items in such manner as may seem convenient to him and without any mover or seconder, propose to the meeting in respect of each group in succession that the group be passed

(d) If no objection is raised by any Councillor, the group shall be considered as sanctioned by the meeting

(e) But if any alteration is proposed and seconded, it shall be dealt with in accordance with the rules applicable to the consideration of amendments: (1) Provided that the presiding authority shall have power to put any particular item separately before the meeting and to sub-divide or rearrange the groups: (2) provided also that if on the sense of the meeting being taken by the presiding authority, all the Councillors present are of opinion that no item or group of items need be considered separately, the whole question shall be dealt with as one proposition

~~(f) Seconding:- No proposition or amendment shall be discussed unless and until it is seconded.~~

14 The proppser of any amendment shall state it or hand it in writing to the presiding authority at any time before he resumes his seat When the mover of a ~~proposition~~ proposition or amendment has resumed his seat, the presiding authority shall read the proposition or amendment to the meeting and ask if any Councillor seconds it, and until the proposition or amendment is seconded, the presiding authority shall not permit any discussion on the question If no Councillor seconds the proposition or amendment, the presiding authority shall declare that the proposition or amendment is lost

15 Resolution of Committee When a resolution of the Managing or other Committee is submitted to the meeting for adoption, its

its adoption should ordinarily be moved and seconded by members of the Committee

16 Amendments (a) After a propositin has been moved and seconded any Councillor may propose an amendment thereto

(b) All amendments intended to be moved to any proposition shall be handed over in writing to the presiding authority immediately after the seconder of the proposition has resumed his seat and no amendment not so handed over shall be permitted to be moved except with the permission of the meeting

(c) Form of Amendment - An amendment shall usually be in the form of a proposal for a variation of the original proposition an addition thereto or an omission therefrom Every amendment must be relevant to the proposition it is proposed to amend and must be framed so as to form therewith an intelligible and consistent sentence An amendment which is the direct negative of the propositinn shall not be allowed

(d) Any number of amendments may be before the meeting at the same time but no member shall propose more than one amendment to the same proposition except when such proposition is for the passing of a budget or of a set of general rules, or is otherwise of such a nature that it consists of several portions which may require amendment

(e) No amendment to words already resolved upon to be made

No amendment may be made to words which it has already been resolved shall stand part of, or be added to, the original proposition or amendment except by addition of other words

(f) Amendment once negatived not to be proposed

No amendment may be proposed which is the same, in substance, as a proposition or an amendment which has been negatived during that meeting (g) A proposition or amendment which has been moved and seconded shall not be withdrawn without the permission of the meeting

(g)a) After a proposition has been proposed and seconded, the proposed amendments which the President or the presiding authority has received, shall be arranged in the order in which if agreed to, each would stand in the amended proposition and if any more proposed amendments are stated or handed to the presiding authority, they shall be inserted in that order and the presiding authority shall call upon the proposers of amendments in that order to move their amendments

17 (b) Each amendment to be decided before next is entered upon

Each amendment must be decided before the next amendment is

amendments is entered upon but after any amendment has been proposed and seconded any Councillor may move that the amendment be amended by the omissinn insertion or addition of a certain word or words and the presiding authority shall thereupon ask if any other Councillor seconds the proposal and if seconded, the proposal to amend the amendment shall then become the question before the meeting

(c) When any amendment is accepted by the mover or carried by the meeting the proposition in its amended form shall then become the question before the meeting and may be discussed before being voted up upon

18 Motions, etc , by presiding authority

The presiding authority may move and second propositions or amendments speak and vote without vacating the chair

19 Proposal to adjourn or postpone

The proposal to adjourn a meeting or postpone the consideration of a question shall thake take precedence of any other propositions before the meeting

20 Closure -- (a) When a question has been under discussion for not less than one hour, the presiding authority or any two members (as mover and seconder) may propose that such question be put to vote forthwith

(b) Such proposal for closure shall then be put to vote without discussion and if it is carried the original proposition and amendments if any, which are before the meeting shall at once be put to vote

21 Voting -- (a) When a question is put to vote, the presiding authority shall call for a show of hands, and the presiding authority or a Councillor at his request shall count the hands shown for and against and declare the result If any Councillor challenges the corre correctness of the numbers st as declared the hands shall be counted a second time, provided that if any two Councillors request a poll the presiding authority shall call the roll of the Councillors and record, in the minutes of the meetings the names of the Councillors voting for and against

(b) Taking Votes by ballot:- Votes on any question may be taken by ballot if the meeting so decides

(c) Casting Vote:- The presiding authority unless he refrains from voting shall give his vote before declaring the number of votes for and

and against the question and then in case of an equality of votes, he shall give his casting vote

(d) A Councillor who is present at a meeting may refrain from voting

(e) Result of equality of votes -- When there is an equality of votes and the presiding authority refrains from gi ing his casting vote the proposition shall be held to be neither passed nor rejected and may be brought forward at any subsequent meeting

(f) If the question before the meeting be the confirmation of a report or the proceedirgs of a Committee the members of that Committee may vote If the conduct of a Councillor be in question that Councillor may vote

22(a) Votes for the appointments of Committees and Officers shall alwa s be taken by ballot Each Councillor present shall be entitled to vote for as many candidates as there are vacancies to be filled But he shall not be entitled to give more than one vote to any candidate

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The presiding authority may address the meeting at any stage of the debate

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F. Ramachandra Rao
for Chief Secy to Govt
RMR

Mysore City Municipality

Rules relating to the admission of Resolutions to be moved and of Interpellations to be discussed in the Council and Committee meetings framed under Section 29 (2) of the City Municipalities Regulation and approved by Govt in their order No L 8293/ MI 47 34 67 dated 27/29th May 1935

RESOLUTIONS

I No member of the Municipal Council shall b allowed to send up more than two Resolutions for any ordinary monthly meeting of the Municipal Council

II (A) A member of the Municipal Council w shing to move a resolution shall give not less than 10 days notice previous to the meeting of his intention to bring forward there at the said Resolution and the said notice shall contain the Resolution which he wishes to move

Provided that

(a) It shall be clearly and precisely expressed and shall raise a definite issue

(b) It shall not contain arguments inferences ironical expressions or defamatory statements nor shall it refer to the conduct or character of persons except in their official or public capacity

(B) The President shall disallow any Resolution when in his opinion it contravenes the provisions of the Municipal Regulations Rules or Bye laws thereunder

(C) If the Resolution is in the opinion of the P esident not properly worded the President may suitably revise it with the consent of the mover without altering the spirit of the Resolution or send it back to the mover for such revision

III A Resolution which has been admitted by the President shall be entered in the Register of Business If the President disallows any Resolution he shall give reasons in writing

IV (a) A member in whose name a Resolution stands on the list of Business shall move the same unless he withdraws it

(b) If the member called on to move a Resolution is absent or proposes to withdraw or is unwilling to move the Resolution it shall be considered to have been withdrawn unless some other member moves the same

V Every Resolution which has been moved shall be duly seconded otherwise it fails

VI No speech except with the permission of the President shall exceed five minutes duration provided that a mover of the Resolution when moving the same may speak for ten minutes

VII After the Resolution is duly moved and seconded other members may speak on the Resolution in such order as the President may direct and thereafter the mover may reply to the debate

VIII When a Resolution is under discussion any member may move an amendment to such Resolution provided that an amendment may not be moved which has merely the effect of a negative vote Provided further that no amendment shall be taken into consideration by the Municipal Council unless it is seconded

IX A member who has moved a Resolution or an amendment of the Resolution shall be at liberty to withdraw the same

X No discussion shall be permitted on a motion for leave to withdraw a Resolution except with the permission of the President

XI (1) When an amendment or amendments to any Resolution are moved the President shall before taking the sense of the Municipal Council thereon state or read to the Municipal Council the terms of the orginal motion and of the amendment or amendments proposed

(2) Ordinarily the President shall put amendments to the vote in the order in which they have been moved unless the President for special reasons thinks fit to put the original motion to vote before the amendments

XII If any Resolution or amendment involves many points the President at his discretion may divide it so that each point may be determined separately

XIII When in the opinion of the President a Resolution or any amend ment thereto has been sufficiently discussed he may close the discussion by calling upon the mover to reply

XIV A discussion may be closed by the motion by any m mber that the question be now put b ing proposed and seconded and considered and the Resolution shall be put forthwith without further amendment or Debate The mover shall however be given a right of reply after a closure motion is passed

XV In case a closure motion is negatived no fresh closure motion be brought unless 20 minutes have elapsed from the moving of the previous motion for closure

XVI (a) Every subject shall be resolved in the affirmative or in the negative according to the majority of votes

(b) Votes may be taken by a show of hands or ballot and shall be taken by ballot if the majority of the members present so desires

(c) The President shall determine the method of taking votes by ballot

XVII At any meeting of the Municipal Council the following Resolu tions be moved without previous notice —

(1) A resolution relating to the business not included in the agenda but brought forward by the President for whom no objection is taken by any member

(2) A motion for a change in the order of business stated in the agenda

(3) A motion directing the Managing Committee Works Committee Legal Committee or any other Committees to review or reconsider its decisions or recommendations and to report at subsequent meeting of the Municipal Council

(4) A motion for the appointment of a n w or special Committee to consider and report on any matter under discussion

(5) A motion for referring any matter under discussion to any of its committees to consider and report to the Council

(6) A motion for the adjournment of the meeting or of the debate on any question to a specified time

(7) A motion that the meeting be dissolved

(8) A motion that the question be now put

(9) A motion for taking of votes by ballot

(10) A motion for demanding a poll in case where votes are taken by show of hands

INTERPELLATIONS

1 Subject to the conditions and restrictions contained in the following rules any Councillor may ask questions on any matters connected with the Municipal Administration

No Member shall be allowed to send up more than three questions for ary ordinary monthly meeting of the Council No questions shall be permitted at Special or adjourned meetings.

3 (1) No question shall be asked unless it complies with the following conditions namely —

(a) It shall be so framed as to be merely a request for information

(b) It shall not be of excessive length

(c) It shall not contain arguments inferences ironical expressions or defamatory statements nor shall it refer to the conduct or character of persons except in their official or public capacity

(d) It shall not ask for an expression of an opinion or the solution of a hypothetical proposition and

(e) If a question contains a statement the member asking it must make himself responsible for the accuracy of the statement

11. (a) When any question is not framed in accordance with the above rule, the President may either himself amend it in such a way as to render it

admissible and ask if the member accepts the amendment or may cause it to be returned to the member concerned for the purpose of amendment

(b) If the member does not within such time as the President may fix in this behalf resubmit the question duly amended or intimate his acceptance of the President s amendment the question shall be deemed to have been withdrawn

4 The President may disallow any question giving reason in writing which contravenes the provisions of the Regulations or Rules and Bye laws thereunder

5 No discussion in Council shall be permitted in respect of any order of the President under Rule 3 or under Rule 4

6 The Councillor wishing to put any question shall send it at least 10 clear days before the date fixed for the meeting to the President

7 The President may if he thinks fit allow a question in any case with shorter notice than 10 clear days and may in any case extend if necessary the time for answering a question

8 All questions which are allowed by the President shall be included in the agenda and answers shall be typed or printed according to circumstances and copies thereof shall be placed on the Council table at least half an hour before the meeting

9 The President shall call the name of each Interpellator and ask him to read out his question After the question is read the President will give the answer

10 If a Councillor who has given notice of a question is absent at the time when the question is taken up the President may direct that the question be considered as withdrawn by the Interpellator unless any other Councillor present at the meeting reads it as his own subject to provisions contained in Rule No 3 (e)

11 The Interpellations shall be taken up before the ordinary business on the agenda commences

12 Any Councillor may put supplementary questions for the purpose of further eulcidating any matter regarding which an answer has been given But the President shall disallow any supplementary question if in his opinion it cannot be answered satisfactorily on the spur of the moment without referring to records

13, No discussion shall be permitted in respect of any answer given to a question asked under these rules

14 The questions asked and the answers given to them shall be entered into the Minute Book of the meeting

M A SREENIVASAN,
President

TH CTY OW M O

Proceedings of the Government of His Highness
the Maharaja of Mysore

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R E A D :

Corespondence ending with letter No G - 10/36-37 dated 1-6-37 from the Municipal Commissioner, Bangalore City submitting for sanction the rules framed by the Municipal Council under Section 49 (a) of the City Municipalities regulation, 1933, for regulating the conduct of business at meetings of the Municipal Council and under Section 29 (2) of the Regulation relating to the ~~administration~~ admission of resolutions to be moved and of interpellations to be discussed in the Council and Committee meetings and stating that the prescribed formalities have been observed in the matter

O R D E R No L:- 9035/Rd 63-36-85

Dated Bangalore 16th June 1937
24

as appended to this order, are approved

For Chief Secretary to Government

pal Commissioner, Bangalore City
h the President) with a copy of
the rules

of the City Municipalities Regulation, 1933,

Rules under Section 49 (a) of for regulating the conduct of Business at meetings of the Bangalore City Municipal Council

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1. Short Title:- These rules may be cited as "The Rules for the Conduct of Business in the Bangalore City Municipal Council "

2 Meetings when to be held - The meetings of the Municipal Councillors shall, except for reasons to be specified in the notice convening the meeting, be held at the Municipal office The Ordinary General meeting for each month shall be held on the first Saturday of the month at 8 A M or on such date and at such time as may seem expedient to the President

3 At the hour fixed for a meeting of the Councillors if a quorum be present, the business of the meeting may at once commence, and, if neither the President nor the Vice-President be present, the Councillors may proceed at once to choose a presiding Councillor under Section 27 (5) If the President or the Vice-President arrives after a presiding has been chosen by the Councillors the presiding Councillor Councillor shall leave the chair and the President or Vice-President shall preside

4 If at the hour fixed for the meeting a quorum be not present, the presiding authority shall allow 30 minutes to elapse before he adjourns the meeting and if 30 minutes from the hour fixed for the meeting elapse without the assembling of a quorum, the meeting shall stand adjourned to that day week at the same time and place

5 If after the Commencement of business the presiding authority notices that a quorum is not present, or any Councillor calls the attention of the presiding authority to the fact that a quorum is not present, the presiding authority shall immediately suspend business, and shall count the number of Councillors present, and if that number be insufficient to form a quorum, the presiding authority shall adjourn the meeting

6 Confirmation of minutes of previous meetings:- At the commencement of the proceedings of each ordinary general meeting, the minutes of the last previous meeting shall be read and confirmed

If any Councillor present objects to the minutes as having been incorrectly or incompletely recorded, the presiding authority shall, after taking the sense of the meeting make such amendments as he thinks proper and the amended minutes shall then be confirmed and signed by the presiding authority

7 Language to be used:- The proceedings may be conducted either in English or in Kannada

8 Speeches - (a) A Councillor wishing to speak shall rise in his place The Councillor who first rises to speak has the right to be heard In cases of doubt the presiding authority shall decide who is entitled to speak No interruption to the speech of a councillor shall be permitted, except that the presiding authority may call the Councillor to order and any other Councillor may rise and request the presiding authority to call the speaker to order or to notice that a quorum is not present

(b) All questions from one Councillor to another relating to the business of the meeting shall be put through the presiding authority

(c) A Councillor shall not read his speech, but may refresh his memory from notes and may, with the consent of the presiding authority, read passages from books or documents cited in support of his argument

9 Each Councillor rising to speak shall direct his speech to the question before the meeting or an amendment which he is himself about to propose or to a point of order, always addressing the presiding authority from his place A Councillor having spoken to a proposition or amendment is not at liberty to speak again to such proposition or amendment

Provided that the mover of a proposition or amendment shall have a right of reply, after the presiding authority has ascertained that no other Councillor entitled to speak desires to speak

Provided also, that any Councillor may second a proposition or amendment by saying "I second the proposition or amendment" and may reserve his right to speak later

Provided also, that a Councillor who wishes to explain any misconception of expressions used by him may do so with the permission of the presiding authority

10 Order - (a) The presiding authority shall preserve order

((b) All points of order shall be summarily decided by him, no discussion thereon being allowed, unless he shall think fit, to take the opinion of the Councillors present

(c) Councillor called to order to resume his seat

A Councillor called to order by the presiding authority shall resume his seat till the decision of the point of order is raised provided that the presiding authority may allow the Councillor to speak on the point of order raised If any Councillor desires to dispute the decision of the presiding authority he may bring forward a proposition at the following meeting

(d) The presiding authority may adjourn any meeting which refuse to obey his ruling on a point of order

11 Routine resolutions - Routine resolutions, such as recording periodical statements or confirming the proceedings of a committee may be put to the meeting by the presiding authority without their having been moved or seconded Proposition regarding the choice of a presiding Councillor, adjournment and the like must be seconded, but need not be in writing

12 Propositions and Amendments - (a) Except as provided in the last rule every proposition and amendment shall be handed by the proposer in writing in English or Kannada to the presiding authority and should also be seconded

(b) No Councillor shall be entitled to move a proposition which does not directly arise from the discussion of a subject properly before the meetings

(c) If a Councillor who has given notice of a proposition is for any reason unable or unwilling to move the same, any other Councillor present may move it with the consent of the presiding authority

13 Division and grouping of propositions

(a) The presiding authority shall have the power to divide into two or more ~~discount~~ distinct propositions, any proposition or amendment which in ~~the~~ his opinion is so complicated as to be likely to lead to confusion or inconvenience by being debated on as one proposition

(b) A proposition or amendment which is divided need not be separately moved and seconded

(c) When the business before the Council is a budget estimate, a supplementary budget, a proposition for the re-appropriation of funds, a set of rules or bye-laws, a list of lands proposed to be sold or acquired, a list of items for remission, a list of arrears, a statement of accounts or the consideration of the Municipal Administration Report or any other matter comprising a number of items the presiding authority shall group the items in such a manner as may seem convenient to him and without any mover or seconder, pro to the meeting in respect of each group in succession that the group be passed

(d) If no objection is raised by any Councillor, the group shall be considered as sanctioned by the meeting

(e) But if any alteration is proposed and seconded, it shall be dealt with in accordance with the rules applicable to the consideration of amendments: (1) provided that the presiding authority shall have power to put any particular item separately be the meeting and to sub-divide or rearrange the groups (2) provided also that if on the sense of the meeting being taken by the presiding authority, all the Councillors present are of opinion that no item or group of items need by considered separately, the whole question shall be dealt with as one proposition

14 The proposer of any amendment shall state it or hand it in writing to the presiding authority at any time before he resumes his seat When the mover of a proposition or amendment has resumed his seat, the presiding authority shall read the propositi

or amendment to the meeting and ask if any Councillor seconds it, and until the proposition or amendment is seconded, the presiding authority shall not permit any discussion on the question If no Councillor seconds the proposition or amendment, the presiding authority shall declare that the proposition or amendment is lost

15 Resolution of Committee When a resolution of the Managing or other Committee is submitted to the meeting for adoption, its adoption should ordinarily be moved and seconded by members of the Committee

16 Amendments (a) After a proposition has been moved and seconded, any Councillor may propose an amendment thereto

(b) All amendments intended to be moved to any proposition shall be handed over in writing to the presiding authority immediately after the seconder of the proposition has resumed his seat and no amendment n so handed over shall be permitted to be moved except with the permissio of the meeting

(c) Form of Amendment - An amendment shall usually be in the for of a proposal for a variation of the original proposition, an addition thereto or an omission therefrom Every amendment must be relevant to the proposition it is proposed to amend and must be framed so as to for there with an intelligible and consistent sentence An amendment whic is the direct negative of the proposition shall not be allowed

(d) Any number of amendments may be before the meeting at the sam time, but no member shall propose more than one amendment to the same proposition except when such proposition is for the passing of a budget or of a set of general rules, or is otherwise of such a nature that it consists of several portions which may require amendment

(e) No amendment to words already resolved upon to be made

No amendment may be made to words which, it has already been resolved, shall stand part of, or be added to, the original proposition amendment, except by addition of other words

(f) Amendment once negatived not to be proposed

No amendment may be proposed which is the same, in substance, as a proposition or an amendment which has been negatived during that meeting

(g) A proposition or amendment which has been moved and seconded

shall not be withdrawn without the pormission of the meeting

17. (a) After a proposition has been proposed and seconded, propose amendments which the president or the presiding authority received, shall be arranged in the order in which, if agreed to, would stand in the amended proposition, and if any more proposed ments are stated or handed to the presiding authority, they shall inserted in that order and the presiding authority shall call upon the proposers of amendments in that order to move their amendments

(b) Each amendment to be decided before next is entered upon

Each amendment must bedecided beforethe next amendment is entered upon but after any amendment has been proposed and seconded, Councillor may move that the amendment be amended by the omission, insertion or addition of a certain word or words and the presiding rity shall thereupon ask if any other Councillor seconds the proposal and if seconded, the proposal to amend the amendment shall then become question before the meeting

(c) When any amendment is accepted by the mover or carried by the meeting, the proposition in its amended form shall then become the question before the meeting and may be discussed before being voted upon

18 Motions, etc., by presiding authority

The presiding authority may move and second propositions or amendments, speak and vote without vacating the chair

19 Proposal to adjourn or postpone

The proposal to adjourn a meeting or postpone the consideration of a question shall take precedence of any other proposition before the meeting

20 Closure -- (a) When a question has been under discussion for not less than one hour, the presiding authority or any two members (as mover and seconder) may propose that such question be put to vote forthwith

(b) Such proposal for closure shall then be put to vote without discussion and if it is carried the original proposition and amendments if any, which are before the meeting shall at once be put to vote

21. Voting:- (a) When a question is put to vote, the presiding authority shall call for a show of hands, and the presiding authority or a Councillor at his request shall count the hands shown for and against and declare the result If any Councillor challenges the correctness of the numbers thus declared, the hands shall be counted a second time, provided that if any two Councillors request a poll, the presiding authority shall call the roll of the Councillors and ~~regard~~ record, in the minutes of the meetings, the names of the Councillors voting for and against

(b) Taking votes by ballot - Votes on any question may be taken by ballot if the meeting so decides

(c) Casting Vote - The presiding authority unless he refrains from voting shall give his vote before declaring the number of votes for and against the question, and then in case of an equality of votes, he shall give his casting vote

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